

# **POLICY BULLETIN**

## **CHILD NUTRITION PROGRAMS**

**NSLP 19-06**

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**SUBJECT: School Programs Policy Guidance Questions and Answers**

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The following are policy guidance on questions posed to this office by State Agencies from the Mountain Plains Region.

### **Allowable Costs**

1. An SFA is moving their outside walk-in freezer to a more convenient outside location and also building a building around it. School food service funds can not be used for the building construction, flooring, or any wiring to the building. Can the SFA use food service funds to pay for disassembling and reassembling the freezer? If the SFA was moving the outside freezer from one location to another and not constructing a building around it, could food service funds be used for a cement pad?
  - A. Per our guidance A-87 and SP 94-c-5 and with approval from the Regional Office the SFA can use the nonprofit school food service revenue to disassemble and reassemble the freezer and for the cement pad too. Since the freezer is a necessary component to storing food at certain temperatures, it would be an allowable cost only the maximum extent being used for the CNP.

### **Civil Rights**

1. Does the full civil rights statement need to be used on all materials or can the one sentence statement be used? Can the full statement be in a smaller font than the other text on the page?
  - A. Based on information found in the 113 instruction, the full statement should be used if the materials are not considered too small to use the full statement and the only place where specific text size is mentioned is when the smaller statement is used. The smaller statement when used must be in the same text/font size as all the other information.

### **Free and Reduced Price Policy**

1. Are there any federal laws to make sure that districts do not zone their boundaries to have more free and reduced priced eligible students at one school?
  - A. No there are no federal guidelines in the CNP that speak to how districts design/construct school boundaries.

2. Can the nutrition services director provide addresses of the free and reduced priced students to a demographer?
  - A. No, since the students could easily be linked to their address and the demographer has nothing to do with any specific entitlement programs, the children would benefit from (Title I funding, special tutoring/afterschool programs) the addresses can not be provided by the school nutrition staff.
3. Temporally deleted pending further clarification.
4. A Migrant program wants the names of students receiving free or reduced priced meals. Is the migrant liaison a group names can be released to?
  - A. No, per memo 99-07 disclosing names and eligibility status is information privy to persons directly connected with the administration or enforcement of certain programs, ie., Federal education programs or state health programs. The intent of the program is for the liaison to provide information to the SFA and not the other way around.
5. Reauthorization requires Local Education Agencies (LEA) to do a confirmation review of all free and reduced price eligibility applications. Can the confirming official/reviewer be a food service management employee?
  - A. The LEA is responsible for the confirmation review, just as they are responsible for the initial eligibility determination. Food service management company employees are not supposed tot make eligibility determinations, since the confirmation review is a second party review of the initial eligibility determination FSMC employees would not conduct the confirmation review. Policy memo SP-05-17 explains what is meant by confirmation review.

## **Verification**

1. Youth that are considered to be state wards and residential are not included in the verification sample, but youth that are wards of the state and court ordered day students should be included in the verification sample?
  - A. Correct. If there is a free and reduced price application on file for the students that were received on or before October 1 then their applications should be included in the verification sample. Only RCCIs who have no day students are exempt from the verification process.